

**Comparison of Procurement of Engineering Services
for Water and Wastewater Projects
Vermont Engineers' Liaison Committee**

	VCDP CDBG Doug Hayes 828-5223	Rural Development Gary Beem 828-6032	Vt. Poll. Control SRF Eric Blatt 241-3734	Vt. Water RLF Tom Bartholomew 241-3400
Must there be an agreement?	Yes	Yes	Yes	Yes
Must the Agency approve the agreement?	No	Yes, before signed by the applicant	Yes, prior to execution of agreement	Yes
Does the Agency have a standard form?	No	Yes, the Agency has a recommended form	No	No
Are fees limited?	Fair and reasonable	Yes, fees are reviewed to ensure they are fair, reasonable and within acceptable ranges for the type of project	A fee curve is applied, but can accept fee more than curve under some circumstances	Fair and reasonable; curve is the initial basis for determination
Obtaining proposals				
Is a request for proposal required?	Yes, if exceeds \$2,000.	Yes, if design services are procured separately. It is recommended in other cases	No	No, but it is encouraged
Must it be advertised?	Yes, if exceeds \$25,000.	No, but the requirement for services shall be publicly announced.	No	No
Selecting the Engineer				
Process	Where equal competence and qualifications are demonstrated, contract based on lowest bidder.	Applicants shall negotiate contracts on the basis of: - Demonstrated competence and qualifications - and at a fair and reasonable price.	Process is dictated by community's bylaws. [DEC guidance says municipality works with DEC on content of RFP/RFQ if that process is selected.]	No
Eligibility				
If the engineering is ineligible because of the means of procurement, can the agency fund the construction?	Yes, as long as the rest of the project meets agency requirements.	No. Engineering agreements (for design and construction services at a minimum) must be approved as part of project approval.	Yes, as long as the rest of the project meets agency requirements.	Yes, as long as the rest of the project meets agency requirements.

Prepared February 12, 1999. Revised August 6, 1999. Still current March 19, 2001. By T. Weiss, USDA Rural Development with input from each agency.